

## BOARD OF SELECTMEN

May 25, 2010

### Minutes

The Board of Selectmen met on Tuesday, May 25, 2010 in the Town Hall Clark Room. Those present were Selectmen John D. Williams, Douglas A. G. Stevenson, Peter Scavongelli, and John Gorecki. Town Administrator Timothy D. Goddard was also present.

The meeting was called to order at 7:00 p.m.

Mr. Williams welcomed newly elected Selectman John Gorecki to the Board. He congratulated him on his victory and he added that the Board is looking forward to working with him.

Mr. Stevenson said it is important to have appropriate leadership and therefore he wanted to nominate John Williams for the position of Chairman of the Board of Selectmen for the coming year. Mr. Gorecki seconded the nomination and the Board **VOTED affirmatively 4 – 0.**

Mr. Scavongelli nominated Douglas Stevenson as vice-chairman of the Board of Selectmen. Mr. Gorecki seconded the nomination and the Board **VOTED affirmatively 4-0.**

Mr. Stevenson nominated William Tice for the position of Clerk of the Board of Selectmen. Mr. Gorecki seconded the nomination and again the Board **VOTED affirmatively 4-0.**

Mr. Stevenson thanked Mr. Hult for his nine years of service on the Board. He said everyone on the Board appreciated all that he had done. On a motion made by Mr. Stevenson and seconded by Mr. Scavongelli, it was **VOTED 4-0** to recognize and thank Tim Hult for nine years of dedicated service to the Carlisle Board of Selectmen as well as many other years of service to the greater community of Carlisle.

### Town Administrator Report

Mr. Goddard said a Seminar on the recent Open Meeting Law changes will be held in the Town Hall Clark Room on Monday, June 7<sup>th</sup> at 7:00 p.m. This seminar will be given by Town Counsel and the Town Boards, Committees and Departments, as well as the public, are invited. In response to Mr. Williams, Mr. Goddard said the new Open Meeting Laws become effective July 1<sup>st</sup>.

Mr. Goddard said the National Multiple Sclerosis Society would like to hold a portion of their July 17<sup>th</sup> Bike Race fundraiser on the Carlisle roads with the understanding that they would coordinate their route and plans with the police department. On a motion made by Mr. Gorecki and seconded by Mr. Stevenson, it was **VOTED 4-0** to approve the National Multiple Sclerosis Society's request to conduct a portion of its' July 17, 2010 bicycle race in the Town of Carlisle with the understanding that they shall consult with Chief Sullivan regarding traffic and roadway safety issues.

Mr. Goddard said Clean Water Action of Massachusetts is requesting letters of support from more than 180 communities that supported a resolution seven years ago that producers of CRT's, electronics and household hazardous waste be required to take back those materials for current legislation that would require producer responsibility for discarded electronics and mercury added lamps. On a motion made by Mr. Scavongelli and seconded by Mr. Stevenson, it was **VOTED 4-0** to send a letter supporting House Bills No. 4374 and 726, both of which are intended to require producer responsibility for the collection, reuse, and recycling of discarded electronic products.

Mr. Goddard informed the Board that a resident whose parents lived in the Town of Carlisle for more than 60 years would like to donate a park bench to the Town, in their memory. Mr. Williams suggested placing the bench in the Center Park. Mr. Stevenson suggested the cemetery and the Town Common. It was also suggested that the Board consult the Historic Commission about the placement of the bench. The Board decided to acknowledge that they will accept the gift and then work out the best place to put the bench.

Mr. Goddard said the School Building Committee has asked the Board of Selectmen to authorize a contract with New England Geotech, Inc. in an amount not to exceed \$1,800 for soil borings. Mr. Goddard said that time was very important and the soil tests need to be done as early as next week. Mr. Stevenson said the Board should approve this contract contingent upon the final contract. On a motion made by Mr. Stevenson and seconded by Mr. Gorecki, it was **VOTED 4-0** to authorize a contract with New England Geotech, Inc. for test borings for the Carlisle Public School Project in an amount not to exceed \$2,000.00 contingent upon final review of the contract by Town Counsel and upon the appropriate insurance certificates from the contractor.

Mr. Goddard said a few months ago the Council on Aging made an application to the LRTA for the purpose of providing transportation for the COA. He said this Thursday the LRTA is meeting to consider the Town's application. Mr. Goddard said the Chairman of the Board or his/her designee needs to attend these meetings as the Town's representative. He said he would be happy to attend this meeting on Thursday.

### **Liaison Reports**

Mr. Williams said the Hearing for the Benfield Housing project has been extended although the decision date has not been extended. He said the Hearing will close on June 8<sup>th</sup> however; the Zoning Board of Appeals is starting from May 24<sup>th</sup> to write their decision. In response to Mr. Stevenson, Mr. Williams said the location of the well on the Benfield land is going to be further into the corner, taking up less of the open space. Mr. Williams spoke about the easements. He said there was some confusion, but it has been cleared up.

### **Discussion of Caroline Hill Scholarship Fund**

Mr. Williams said the Board is trying to give the Scholarship Committee some guidance in terms of the amount of money that is available in the Caroline Hill Scholarship fund. He said once it is determined what is actually available for scholarships; committee members Michael and Diane can come back with specific requests. Mr. Williams said there will also be a discussion about the Trust funds. He pointed out that some of them are scholarship funds. He said a lot of the money in these accounts are really earning zero.

Mr. Williams said basically what we have been doing over the years with the Caroline Hill Fund is giving away about \$17,000.00. He said about \$10,000.00 of that amount has been in scholarships. The other amounts have been for fuel assistance and other needs. The Caroline Hill Scholarship Fund has about \$211,000.00. Mr. Williams talked about how this account would diminish if we were to continue as we have been however he suggested that it could be invested in another way. He said for this year, we will keep the amounts as they were last year. Mr. Williams asked Mr. Fitzgerald if these amounts that are awarded, such as \$2,500 or \$500, are really helpful to the students. Mr. Fitzgerald said when deciding who will be awarded the scholarships, it is by the amount of need. Mr. Fitzgerald said the awards are very helpful because they pay for books, and other expenses. He said this year the amount of applications for scholarships have doubled over last year. Mr. Williams proposed setting a limit of \$12,000 for this year. The Board agreed to this proposal.

Mr. Williams said the larger picture is the Board of Selectmen has about \$263,000.00 in trust funds, the School has \$64,000, and the Library has \$260,000. He said on the June 8<sup>th</sup> meeting we will discuss these funds further.

### **Status Update on Highland Building Stabilization Project**

Mr. Scavongelli said the Highland Building Committee has been charged with a couple of responsibilities. The first responsibility was to stabilize the building and second, to find a practical use for the building. He said right now they are working on the stabilization of the building. Mr. Scavongelli said tonight the committee will update the Board of Selectmen on their progress. Bob Stone, a member of the committee had

a few visuals to present to the Board. He said Menders, Torrey and Spencer are the Architects on this project. Bob said once they came on board, the committee worked with them to develop a scope of work. He said one of their biggest challenges was to refrain from restoring the building, but rather stabilize it. Bob said they had to keep in mind that their charter was to preserve the building for some future use for the Town. He said the three challenges were: to find a fire protection system for the building; to stabilize the building; and, develop a concept for a future use. Bob said the Architects determined that the outside of the building was in very poor condition; worse than they had anticipated. They also found lead paint. He said they did not want to replace windows, but only restore them, since this was only a stabilization project. The existing roof needed to be replaced. Bob said nothing would be done to the inside of the building. In regard to fire protection, he said they would share the common cistern with the School. He said they would defer the fire protection system until the School system came on line [from the new school building project]. When the water was available for the School, then they would go back and address this matter for the Highland Building.

Bob said the work they are going out to bid for is for the exterior stabilization, that is, roof replacement, wood siding replacement, wood porch repairs, wood trim repair, wood window restoration, three small copper roof replacements and limited brick and stone re-pointing.

Bob said the bids would be available on Friday, May 28<sup>th</sup> and they are due June 11<sup>th</sup>. He said it should be an 8 to 10 week project. Bob said hopefully the committee will be back at the end of June with a contractor and an agreement. He said they are preserving the building so that it does not deteriorate any further. Mr. Williams asked if Chief Flannery was comfortable with the decision regarding the water cistern. Bob said the Chief felt that this was the only option. They did not think the Town would want to invest in another \$45,000 cistern until the School's cistern was ready.

### **Appointments**

On a motion made by Mr. Stevenson and seconded by Mr. Gorecki, it was **VOTED 4-0** to appoint Sandra B. Savage of 557 Rutland Street to the Personnel Board for a three year term that will expire on June 30, 2013.

Mr. Williams said the Board of Health has requested that Bill Rizzo be appointed to the Regionalization Sub-Committee. Mr. Williams said the Board needs to formalize this Committee.

On a motion made by Mr. Stevenson and seconded by Mr. Gorecki, it was **VOTED 4-0** to form the Regionalization Opportunities Special Committee as outlined in the memo and as amended, dated February 23, 2010.

On a motion made by Mr. Stevenson and seconded by Mr. Gorecki, it was **VOTED 4-0** to appoint Bill Rizzo to represent the Board of Health on the Regionalization Opportunities Special Committee.

Mr. Williams said the committee also needs a Selectman, which he would gladly volunteer for, the Town Administrator, the Finance director, a FinCom member, Recreation Commission member and a citizen at large. On a motion made by Mr. Stevenson and seconded by Mr. Gorecki, it was **VOTED 4-0** to appoint John Williams as the Selectmen's representative, Tim Goddard as the Town Administrator's representative, and Larry Barton as the Finance Director's representative to the Regionalization Opportunities Special Committee until September 30, 2010.

Mr. Stevenson brought up for discussion that according to the Town's General by-laws, Finance Committee members cannot hold any elected or appointed positions involving expenditure of Town money during their term of office. He asked the Board if this newly created committee would be considered under this language. Mr. Williams said this committee is trying to reduce expenditures. He said it would be their task to make a recommendation to this Board on whether it would make sense to pursue a partnership with another community. Mr. Gorecki said this committee is about evaluating proposals. The Board then briefly discussed the one vacancy on the Finance Committee.

### **Liaisons Reports (continued)**

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Mr. Williams said the Finance Committee is seeking another member. He said there has been one resignation from this committee and therefore there is a vacancy to complete an unfulfilled term.

Mr. Stevenson spoke about the recent event at the Gleason Public Library to celebrate the completion of the restoration of the Library.

Mr. Williams said at the FinTeam meeting this morning Priscilla reported that there may be about \$160,000 returned from the Library project. The project was completed under budget.

Mr. Williams said also at the FinTeam meeting it was mentioned that the Audit Committee is in need of another member. He said they are seeking an individual who is a CPA and has experience in Internal Controls and Municipal Finances. Mr. Williams said Larry reported that the Senate Ways & Means Budget is approximately \$6,000.00 over the House Budget. He said most of it is Ch. 70 money. He said this means State Aid will be a little more than expected. Larry will be at the Board of Selectmen's June 8<sup>th</sup> meeting to sign off on a \$1million BAN for the School project. In reply to Mr. Stevenson, Mr. Williams said local receipts are down \$50,000 to \$100,000. In regard to the Reserve Fund, Mr. Goddard said there are sufficient funds to cover the anticipated requests to same.

### **Minutes**

On a motion made by Mr. Stevenson and seconded by Mr. Scavongelli, it was **VOTED 3 yes 1 abstaining** to approve the Minutes to the April 27, 2010 Board of Selectmen meeting.

On a motion made by Mr. Stevenson and seconded by Mr. Scavongelli, it was **VOTED 3 yes 1 abstaining** to approve the Minutes to the May 10, 2010 Board of Selectmen meeting.

### **Executive Session**

At 9:13 p.m. a motion was made by Mr. Scavongelli to into Executive Session to discuss litigation and contract negotiations with no intent to return to open session. The motion was seconded by Mr. Stevenson and the following roll call vote was taken: Williams – aye; Stevenson – aye; Scavongelli – aye; and, Gorecki – aye.

Respectfully submitted by Margaret M. deMare